

George Mason University
College of Education and Human Development
Kinesiology

KINE490.DL1 – Kinesiology Internship III.
12 Credits, Fall 2021

This class does not meet in-person.

Faculty

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Prerequisites

(KINE 330^C, 341^C, 400^C, 410^C, 420^C and 441^C). ^CRequires minimum grade of C. Students with a class of Freshman, Junior or Sophomore may not enroll.

University Catalog Course Description

Provides a directed, field-based experience, in which students observe and participate in conditions, practices, and settings where sought career roles are conducted. The kinesiology fieldwork coordinator must approve placement for the practicum. Both a University supervisor and an approved agency supervisor with recognized professional certifications coordinate and oversee the student's internship experience. Current CPR, AED, and First Aid Certification required. Offered by School of Kinesiology. Limited to three attempts.

Course Overview

This is the final of three fieldwork experiences in which students are provided an opportunity to practice and refine practitioner-oriented skills that are required of entry-level kinesiology professionals. This course satisfies the University general education requirement for the synthesis course. The purpose of the synthesis course is to provide students with the opportunity to synthesize the knowledge, skills, and values gained from the general education curriculum. Students are held to the standards of the George Mason University Honor Code. Students are expected to meet all course requirements and fulfill your duties and responsibilities as stipulated by the onsite supervisor.
Mason Core: Capstone

Course Delivery Method

This course will be delivered using an internship format. In addition to requiring a minimum of 400 internship hours (**30 hours weekly minimum**), interns need to meet other requirements described in this syllabus.

Learner Outcomes or Objectives

This course is designed to enable students to do the following:

1. Synthesize theories, concepts, and philosophies learned through academic and relevant professional experiences to the vocational setting
2. Demonstrate skills and competencies of an entry-level kinesiology professional in the vocational setting

3. Assess his/her current professional strengths and areas in need of improvement
4. Set personal objectives for a career in kinesiology utilizing both personal assessment and evaluation by the academic institution and the internship site

Professional Standards

This course meets the Commission on Accreditation of Allied Health Education Programs (CAAHEP) requirements and covers the following American College of Sports Medicine's Knowledge-Skills-Abilities (KSA's):

| KSA | Description | Lecture, Lab, or both |
|------------|---|------------------------------|
| V.A.1.a | Knowledge of industry benchmark compensation and employee benefit guidelines. | Both |
| V.A.1.b | Knowledge of federal, state and local laws pertaining to staff qualifications and credentialing requirements. | Both |
| V.A.1.c | Knowledge of techniques for tracking and evaluating member retention. | Both |
| V.A.2.a | Skill in applying policies, practices and guidelines to efficiently hire, train, supervise, schedule and evaluate employees. | Both |
| V.A.2.b | Skill in applying conflict resolution techniques. | Both |
| V.B.1.a | Knowledge of fiduciary roles and responsibilities inherent in managing an exercise and health promotion program. | Both |
| V.B.1.b | Knowledge of principles of financial planning and goal setting, institutional budgeting processes, forecasting, and allocation of resources. | Both |
| V.B.1.c | Knowledge of basic software systems that facilitate accounting (e.g., Excel). | Both |
| V.B.1.d | Knowledge of industry benchmarks for budgeting and finance. | Both |
| V.B.1.e | Knowledge of basic sales techniques that promote health, fitness, and wellness services. | Both |
| V.B.2.a | Skill in efficiently managing financial resources and performing related tasks (e.g., planning, budgeting, resource allocation, revenue generation). | Both |
| V.B.2.b | Skill in administering fitness- and wellness-related programs within established budgetary guidelines. | Both |
| V.C.1.a | Knowledge of accepted guidelines, standards, and regulations used to establish policies and procedures for the management of health fitness facilities. | Both |
| V.C.1.b | Knowledge of facility design and operation principles. | Both |
| V.C.1.c | Knowledge of facility and equipment maintenance guidelines. | Both |
| V.C.1.d | Knowledge of documentation techniques for health fitness facility management. | Both |
| V.C.1.e | Knowledge of federal, state, and local laws as they relate to health fitness facility management. | Both |
| V.D.1.a | Knowledge of lead generation techniques. | Both |
| V.D.1.b | Knowledge of the four Ps of marketing: product, price, placement, and promotion. | Both |

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|---------|---|------|
| V.D.1.c | Knowledge of public relations, community awareness, and sponsorship and their relationship to branding initiatives. | Both |
| V.D.1.d | Knowledge of advertising techniques. | Both |
| V.D.1.e | Knowledge of target market (internal) assessment techniques. | Both |
| V.D.1.f | Knowledge of target market (external) assessment techniques. | Both |
| V.D.2.a | Skill in applying marketing techniques that promote client retention. | Both |
| V.D.2.b | Skill in applying marketing techniques that attract new clients. | Both |

Required Texts

N/A

[GO TO NEXT PAGE FOR ASSIGNMENTS, ETC.]

Course Performance Evaluation

Students are expected to submit all assignments on time in the manner outlined by the instructor (e.g., Blackboard, VIA, hard copy). You will not receive a passing grade until all work is properly-submitted and approved. You must print and give the syllabus and all assignments to your Site-Supervisor on the first day and make a plan for getting your Weekly Reports signed and submitted before the deadline.

- **Pre-Internship Paperwork:** Varies by site (contact the Internship Coordinator for details) and is **due before your internship starts (when liability paperwork is applicable)**.
- **Weekly internship reports:** Weekly hours are accumulated Monday-Sunday. Reports are due via Blackboard by 11:59pm on Tuesday after the reported week closes. Reports must be thoughtful, well-written, **and signed/dated by both the intern and site-supervisor every week**. Your “grade” for each Weekly Report will reflect the number of hours that you reported during that week (minimum 30 per normal week). It is just a record of how many hours you reported for the given time-period. After you complete all of your hours, you will stop submitting the reports. If you did not work any hours that week, then you do not submit a report.
- **Special Project and Electronic Portfolio:** The Special Project **Proposal** Form (where you will “**propose**” a potential project and await instructor approval; **due by 150 hours**) as well as Guidelines for the E-Portfolio (**due by 400 hours**) are available on Blackboard.
- **Mid-term and Final Evaluations:** Each will be completed by the Site-Supervisor and shared with the intern, and then will be submitted to the Faculty Advisor. **Due by the time that you have accrued 200 hours (Mid-term) and 400 hours (Final)**
- **Intern report:** To be completed by you at the end of your internship regarding your evaluation of your site and supervisor. **Due by the time that you have accrued 400 hours**
- **ACSM-EP or NSCA-CSCS preparation plan, registration proof, and exam results:**
 - Preparation plan **due on Blackboard 9/1, 11:59 p.m.**
 - Proof of registration **due on Blackboard 9/29, 11:59 p.m.**
 - Use coupon code **ERPMASONU** for \$25 off the CSCS exam.
 - Use voucher code **AC05448E2A74** for a discount on the EP exam.
 - When you complete the exam, you receive a score report that must be submitted to Blackboard. **Score Report due on Blackboard 12/15, 11:59 p.m.**
- **KSA Checklist:** To be completed together with your Site-Supervisor throughout the internship. **Due by the time that you have accrued 400 hours**
- **Senior Survey (with completion quiz):** Completed at end of internship. **Due by the time that you have accrued 400 hours**

Due Date List (not including Weekly Reports, which are due no later than Tuesday, 11:59 p.m. after every week that you accrue hours):

- Pre-internship Paperwork (if applicable): **before you begin accruing hours**
- Certification Exam Preparation Plan: **9/1 11:59 p.m.**
- Certification Exam Registration Proof: **9/29 11:59 p.m.**
- Special Project Proposal: **by the time that you have accrued 150 hours**
- Mid-term Evaluation: **by the time that you have accrued 200 hours**
- Certification Exam Score Report: **12/15 11:59 p.m.**
- Electronic Portfolio: **by the time that you have accrued 400 hours**
- Final Evaluation: **by the time that you have accrued 400 hours**
- Internship Report: **by the time that you have accrued 400 hours**
- Senior Survey (with completion quiz): **by the time that you have accrued 400 hours**
- KSA Checklist: **by the time that you have accrued 400 hours**

Final Deadline for all hours/work: 12/15, 11:59 p.m.

Grading

This course is graded on the Satisfactory/No Credit scale. The faculty supervisor (KINE 490 instructor) assigns the grade based on the intern's meeting of the internship requirements. The grade will either be "Satisfactory" (S), reflecting a grade of "C or better," or a "No Credit" (NC), which is the equivalent to a failing grade. Anyone receiving a grade of NC will be required to begin a new internship experience, including re-enrollment and repayment for the 12-credit hours. An 'In Progress' (IP) grade may be assigned until all internship requirements are completed.

If any item is missing on 12/15 at 11:59 p.m., then you will receive either a grade of either "IP" (if it appears that you are making reasonable progress) or "NC" (if you have failed the class).

Professional Dispositions

See <https://cehd.gmu.edu/students/polices-procedures/>

Class Schedule

This class does not meet in-person. Students determine the schedule with their site supervisor. Note: Faculty reserves the right to alter the schedule as necessary, with notification to students.

Core Values Commitment

The College of Education and Human Development is committed to collaboration, ethical leadership, innovation, research-based practice, and social justice. Students are expected to adhere to these principles: <http://cehd.gmu.edu/values/>.

GMU Policies and Resources for Students

Policies

- Students must adhere to the guidelines of the Mason Honor Code (see <https://catalog.gmu.edu/policies/honor-code-system/>).
- Students must follow the university policy for Responsible Use of Computing (see <https://universitypolicy.gmu.edu/policies/responsible-use-of-computing/>).
- Students are responsible for the content of university communications sent to their Mason email account and are required to activate their account and check it regularly. All communication from the university, college, school, and program will be sent to students **solely** through their Mason email account.
- Students with disabilities who seek accommodations in a course must be registered with George Mason University Disability Services. Approved accommodations will begin at the time the written letter from Disability Services is received by the instructor (see <https://ds.gmu.edu/>).
- Students must silence all sound emitting devices during class unless otherwise authorized by the instructor.

Campus Resources

- Support for submission of assignments to VIA should be directed to viahelp@gmu.edu or <https://cehd.gmu.edu/aero/assessments>. Questions or concerns regarding use of Blackboard should be directed to <https://its.gmu.edu/knowledge-base/blackboard-instructional-technology-support-for-students/>.
- For information on student support resources on campus, see <https://ctfe.gmu.edu/teaching/student-support-resources-on-campus>

Notice of mandatory reporting of sexual assault, interpersonal violence, and stalking:

As a faculty member, I am designated as a “Responsible Employee,” and must report all disclosures of sexual assault, interpersonal violence, and stalking to Mason’s Title IX Coordinator per University Policy 1202. If you wish to speak with someone confidentially, please contact one of Mason’s confidential resources, such as Student Support and Advocacy Center (SSAC) at 703-380-1434 or Counseling and Psychological Services (CAPS) at 703-993-2380. You may also seek assistance from Mason’s Title IX Coordinator by calling 703-993-8730, or emailing titleix@gmu.edu.

For additional information on the College of Education and Human Development, please visit our website <https://cehd.gmu.edu/students/> .